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## PLANNING COMMISSION MINUTES

December 9, 2010

7:30 p.m. Regular Meeting

Newberg Public Safety Building

401 E. Third Street

TO BE APPROVED AT THE JANUARY 13, 2011 PLANNING COMMISSION MEETING

### I. ROLL CALL:

Present:	Philip Smith, Vice Chair	Thomas Barnes
	Derek Duff	Lon Wall
	Cathy Stuhr	Kale Rogers, Student PC

Absent: Nick Tri, Chair (excused)

Staff Present: Barton Brierley, Building & Planning Director  
Steve Olson, Associate Planner

### II. OPEN MEETING:

Vice Chair Smith opened the meeting at 7:30 p.m. and asked for roll call.

### III. CONSENT CALENDAR:

Vice Chair Smith entertained a motion to accept the minutes of the November 10, 2010 meeting.

<b>MOTION #1: Barnes/Duff</b> to approve the minutes from the Planning Commission meeting of November 10, 2010. (5 Yes/ 0 No/ 1 Absent [Tri] / 1 Vacant) Motion carried.
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### IV. COMMUNICATIONS FROM THE FLOOR:

Vice Chair Smith offered an opportunity for non-agenda items. None were brought forth.

### V. WORKSHOP: Street and Access Standards - Review of current standards & the recommendation of the Affordable Housing Action Committee. File No. DCA-10-002.

Steve Olson explained this workshop is in preparation for a hearing to be held on these standards in January 2011. Barton Brierley stated the City Council, as part of the last update of the Transportation System Plan (TSP), requested that the Planning Commission review and make recommendations on potential modifications to street and access standards. The proposed code changes in your packet are a recommendation from the Affordable Housing Action Committee.

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The Affordable Housing Action Committee recommendations are to allow 28-foot local street widths and narrower right-of-ways in certain situations and to explore narrower street widths and rights-of-way where emergency access and adequate parking can be maintained.

The Affordable Housing Action Committee process:

- Reviewed current standards and *Neighborhood Street Design Guidelines*
- Met with Fire Marshall and Chief, Public Works Engineering staff, Newberg Garbage Service representatives, various individuals
- Toured local streets and Fire Department
- Developed the attached recommended draft

The objectives are to make sure the transportation system is safe, efficient, effective, and desirable; make sure land is used efficiently, and to make sure the infrastructure investments are well placed.

Mr. Brierley explained the proposed changes in detail, which included street width, lot access, and block length as well as the current street standards (see official meeting packet for details).

The street width recommendation is to adopt recommendations from *Neighborhood Street Design Guidelines* 28-foot wide curb-to-curb width under certain conditions:

- Fire marshal requirements shall be followed
- Applies only to Local residential streets
- Low volume (less than 600 average daily trips)
- Through or looped streets preferred
- Short blocks preferred (< 400 feet)
- Few homes (< 30 residences)
- On-street parking use limited or staggered

Parking one side & no parking options would be allowed only where there is a strong likelihood that the restrictions would be self-enforcing.

Questions regarding street widths:

Commissioner Wall stated when looking at this issue in the past, the Police Chief and Fire Chief stated if parking was allowed on only one side and cannot be realistically enforced then you have to assume you will have parking on both sides. If that does happen, it could cause a problem for emergency vehicle access on those streets. Enforcement is a problem on private streets.

Commissioner Smith understands that this would need to be self-enforced, such as a situation where the public would naturally not want to park on a certain side of the street due to the lack of access to driveways, etc.

Commissioner Barnes stated he lives in a community with one 32-foot street, and the rest are all 28-foot streets. He has seen parking on the 28-foot streets when there should have been none at all.

Commissioner Smith is attracted to the 28 foot standard width with the staggered driveways that almost compel the public to park on one side or the other but not both. This design leaves room for queuing.

Barton Brierley reviewed the Lot Access current standards:

- No more than two lots may share one driveway
- Alleys may be used for access, but not frontage

Proposed Standards:

- Allow 3 lots to share one driveway
- Allow alley as access for up to 6 lots in limited circumstances

Questions regarding lot access and shared driveways:

Commissioner Smith asked if the six units would also need street frontage. Barton Brierley replied they would be allowed even without street frontage. Commissioner Smith asked if the house has no street frontage then where do visitors park. Commissioner Barnes replied they park on the streets located on either end of the alley.

Commissioner Wall asked if the alley will be publicly owned. Barton Brierley replied yes, so that vehicles could be towed if necessary.

Mr. Brierley stated one of the other recommendations regarding parking is that one additional parking space would be required for each additional dwelling that has access to only the alley, and where feasible, a public use parking space adjacent to the alley for guests. It has to be a named alley for emergency services purposes.

Barton Brierley reviewed the Block Length current standards:

*Block length shall not exceed 500 feet. The average perimeter of blocks formed by streets shall not exceed 1,500 feet. Exceptions to the block length and perimeter standards shall only be granted where street location and design are restricted by controlled access streets, railroads, steep slopes, wetlands, water bodies, or similar circumstances.*

Questions regarding block length:

Commissioner Smith asked if it is possible to tell a developer he is allowed certain block lengths and can have a larger block length provided there is a pedestrian walkway in between. Barton replied yes. Commissioner Smith asked if there has been any objection to walkways. Barton replied yes, the subject has been raised by many people. He has done much research regarding this issue and has found the design really makes a lot of difference. The worst scenarios are putting up two wooden fences 5 feet apart and having a very narrow walkway. Visibility is very important.

Commissioner Stuhr suggested telling the developer he would have to build R-2 density in an R-2 zone if they want to use longer block lengths.

Commissioner Wall asked what the philosophy behind the size of the blocks was and why did the state object. Barton Brierley replied from the state's point of view, it is really promoting walking as opposed to driving; trying to find ways to provide more opportunities to walk or bike instead of drive, and block size does affect that.

## **VI. ITEMS FROM STAFF:**

Update on Council items:

Barton Brierley stated that at the next meeting the new commissioners will be sworn in, and the commission will elect a chair and vice chair. Following their previous rotation, the order would be Phil Smith as Chair and Thomas Barnes as Vice Chair. The City Council held a hearing Monday night for the proposed zone change on Meridian. They closed the public testimony and will deliberate on December 20, 2010. The Fred Meyer Gas Station approval has been appealed to LUBA.

The next Planning Commission Meeting is scheduled on Thursday, January 13, 2011.

## **VIII. ITEMS FROM COMMISSIONERS:**

None were brought forward.

## **IX. ADJOURN:**

Chair Tri adjourned the meeting at 10:00 p.m.

**Approved by the Planning Commission on this 13<sup>th</sup> day of January, 2011.**


**AYES:** 7

**NO:** 0

**ABSENT:** 0

**ABSTAIN:** 0

  
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Planning Recording Secretary

  
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Planning Commission Chair